



# MontCAS CRT & CRT Alternate SCHOOL VOIDED and UNUSED BARCODE LABEL FORM

All student barcode label information is extracted from AIM in late January. If a student is no longer enrolled at your school, please update AIM prior to the end of the testing window. If a student's name is misspelled or the grade level is wrong you may still use the label but be sure the correct information is entered into your local student information system prior to the end of the testing window. All student information changes must be in AIM to ensure that CRT reports reflect the correct student information and enrollment status.

1. Place each voided or unused student barcode label in the designated area below. They do not need to be in order by grade.
2. Please check the reason why the label was voided or unused. If the reason is not listed, please document the reason in the space labeled "Other" below the label. If you need more spaces for barcode labels on this form, please make additional copies of the second page and staple the forms together
3. Make a copy of this form after barcode labels have been placed and reasons checked. Share this information with your AIM specialist to ensure that the changes are made in AIM.  
**Completing this form does not change the information in AIM.** Your AIM specialist must verify that the information in AIM is accurate and up-to-date. Data related to the test count date must be verified and finalized by May 9, 2010 in order to be reflected in MARS and in AYP calculations.
4. Return this form to your System Test Coordinator "loose" with your Answer Document envelopes in the "Return of Used Answer Documents" box. For more packing information please see your 2010 Test Coordinator's Manual.

If you should have any questions regarding student testing, please contact Judy Snow, State Assessment Director, at (406) 444-3656 or [jsnow@state.mt.us](mailto:jsnow@state.mt.us)

<div style="border: 1px solid black; text-align: center; padding: 10px; margin-bottom: 10px;">   <b>Place Barcode Here</b> </div> <div>Other _____</div>	<div style="padding-left: 10px;"> <input type="checkbox"/> Moved Out of State  <input type="checkbox"/> Moved In State  <input type="checkbox"/> Withdrew/Dropped/Location Unknown  <input type="checkbox"/> Transferred In System  <input type="checkbox"/> Transferred to Non Public School  <input type="checkbox"/> Grade Level Error         </div>
<div style="border: 1px solid black; text-align: center; padding: 10px; margin-bottom: 10px;">   <b>Place Barcode Here</b> </div> <div>Other _____</div>	<div style="padding-left: 10px;"> <input type="checkbox"/> Moved Out of State  <input type="checkbox"/> Moved In State  <input type="checkbox"/> Withdrew/Dropped/Location Unknown  <input type="checkbox"/> Transferred In System  <input type="checkbox"/> Transferred to Non Public School  <input type="checkbox"/> Grade Level Error         </div>

<div data-bbox="175 203 940 394" data-label="Image"> </div> <p>Other _____</p>	<input type="checkbox"/> Moved Out of State <input type="checkbox"/> Moved In State <input type="checkbox"/> Withdrew/Dropped/Location Unknown <input type="checkbox"/> Transferred In System <input type="checkbox"/> Transferred to Non Public School <input type="checkbox"/> Grade Level Error
<div data-bbox="175 575 940 766" data-label="Image"> </div> <p>Other _____</p>	<input type="checkbox"/> Moved Out of State <input type="checkbox"/> Moved In State <input type="checkbox"/> Withdrew/Dropped/Location Unknown <input type="checkbox"/> Transferred In System <input type="checkbox"/> Transferred to Non Public School <input type="checkbox"/> Grade Level Error
<div data-bbox="175 947 940 1138" data-label="Image"> </div> <p>Other _____</p>	<input type="checkbox"/> Moved Out of State <input type="checkbox"/> Moved In State <input type="checkbox"/> Withdrew/Dropped/Location Unknown <input type="checkbox"/> Transferred In System <input type="checkbox"/> Transferred to Non Public School <input type="checkbox"/> Grade Level Error
<div data-bbox="175 1318 940 1509" data-label="Image"> </div> <p>Other _____</p>	<input type="checkbox"/> Moved Out of State <input type="checkbox"/> Moved In State <input type="checkbox"/> Withdrew/Dropped/Location Unknown <input type="checkbox"/> Transferred In System <input type="checkbox"/> Transferred to Non Public School <input type="checkbox"/> Grade Level Error
<div data-bbox="175 1690 940 1881" data-label="Image"> </div> <p>Other _____</p>	<input type="checkbox"/> Moved Out of State <input type="checkbox"/> Moved In State <input type="checkbox"/> Withdrew/Dropped/Location Unknown <input type="checkbox"/> Transferred In System <input type="checkbox"/> Transferred to Non Public School <input type="checkbox"/> Grade Level Error